

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
JANUARY 20, 2014 - JANUARY 24, 2014**

MONDAY, JANUARY 20, 2014

*2:00 pm	Solid Waste Board	Port & Resource Recovery Office 2561 S. Broadway
*3:00 pm	Housing Authority – Cancelled	Room 604, City Hall 100 N. Jefferson Street

TUESDAY, JANUARY 21, 2014

*10:30 am	Northeast Wisconsin Family Care District	Door County Government Center 421 Nebraska Street, Sturgeon Bay
*5:15 pm	Veterans Recognition Subcommittee	Room 201, Northern Building 305 E. Walnut Street

WEDNESDAY, JANUARY 22, 2014

*10:00 am	Public Safety Communications Advisory Board	2 nd Floor, Brown County PSC 3028 Curry Lane
*1:30 pm	Northeast Wisconsin Family Care Board of Directors	Manitowoc, Wisconsin (See Attached)
*6:00 pm	Human Services Committee	Room 200, Northern Building 305 E. Walnut Street

THURSDAY, JANUARY 23, 2014

*8:30 am	Aging & Disability Resource Center - Board of Directors	ADRC 300 S. Adams Street
*5:00 pm	Administration Committee	Room 200, Northern Building 305 E. Walnut Street

FRIDAY, JANUARY 24, 2014
(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

PORT AND RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN HAEN
DIRECTOR

- PUBLIC NOTICE -

BROWN COUNTY SOLID WASTE BOARD

Monday, January 20, 2014

2:00 p.m. at the Port and Resource Recovery Office
2561 S. Broadway, Green Bay, WI 54304

Agenda:

1. Call to Order
2. Roll Call
3. Approval/Modification – Meeting Agenda
4. Approval/Modification – December 16, 2013 Meeting Minutes
5. First Amendment to Settlement Agreement with Town of Hobart - *Request For Approval*
6. 2014 Public Communication Plan – *Request For Approval*
7. BOW LEAN Project – *Presentation*
8. East Landfill Leachate Recirculation Phase 2 Temporary Approval - *Update*
9. BOW Landfill and Recycling Operations Report for 2012 - *Update*
10. Recycling Transfer Station Compactor Engineering Scope of Services – *Update*
11. Update GTE System Option Analysis – *Update*
12. Solid Waste Transfer Station Hauling Contract Transition - *Update*
13. Director's Report
14. Such other Matters as Authorized by Law
15. Adjourn

Dean R. Haen
Director

Any person wishing to attend whom, because of disability requires special accommodation should contact the Brown County Port & Resource Recovery Department at 492-4950, two (2) working days before the meeting, so that arrangements can be made. Notice is hereby given that action by the Brown County Solid Waste Board may be taken on any of the items which are described or listed in this agenda.

CANCELLATION NOTICE

**BROWN COUNTY HOUSING AUTHORITY
Monday, January 20, 2014
City Hall, Room 604
3:00 p.m.**

The Monday, January 20, 2014, meeting of the Brown County Housing Authority has been cancelled.

The next Brown County Housing Authority meeting is scheduled for Monday, February 17, 2014, at 3:00 p.m.

Northeast Wisconsin Family Care District

Executive Committee Agenda

January 21, 2014

10:30 a.m.

Door County Government Center

The Lakeshore Room

421 Nebraska Street

Sturgeon Bay, WI

1. Call to Order
2. Confirmation of Proper Posting
3. Confirm Agenda
4. The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85(1) (e) “[d]eliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session,” to wit: to discuss the status of the District’s planning grant and potential application to provide family care services
5. The Committee will re-convene in open session immediately following the closed session and take action upon matters discussed in closed session, if any.
6. Adjourn

Individuals with disabilities requiring special accommodations for attendance at the meeting should contact Debbie at (920) 857-9997 at least 48 hours prior to the meeting.

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VETERANS SUBCOMMITTEE

Bernie Erickson, Chair
Sherry Steenbock, Vice Chair
Rosemary Desisles.
James Haskins, Ed Koslowski,
John Maino, Troy Ness, Delores
Pierce, Duane Pierce, Joe Witkowski

****Running Total of Veterans' Certificates: 1503**

VETERANS' RECOGNITION SUBCOMMITTEE

TUESDAY, January 21, 2014

5:15 p.m.

**Room 201, Northern Building
305 E. Walnut Street**

NOTE MEETING TIME CHANGE TO 5:15 P.M. - THIS MONTH ONLY

1. Call Meeting to Order.
2. Invocation by Jim Haskins.
3. Approve/Modify Agenda.
4. Approve/Modify Minutes of December 17, 2013.
5. Acceptance of Walmart Donation Check.
6. Air Force Band of Mid America performance mid-April/Discussion.
7. Any new discussion regarding Veterans Appreciation Day at the Brown County Fair.
8. Discussion and possible action regarding suicide prevention and/or interaction.
9. Report from CVSO Jerry Polus.
10. Comments from Bill Kloiber and/or Carl Soderburg.
11. Report from Committee Members Present (Erickson, Desisles, Haskins, Koslowski, Maino, Ness, Pierce, Steenbock, & Witkowski).

12. Such Other Matters as Authorized by Law.

13. Adjourn.

Bernie Erickson, Chair

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PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD



Chief Eric Dunning – Ashwaubenon PubSaf
Chief Ron Towns – Denmark PD
Chief David Litton – Green Bay Metro FD
Chief Kurt Minten – Lawrence FD
Chief Tom Kajawa – UW-Green Bay PD

Sheriff John Gossage – BC Sheriff
Chief Jeff Roemer – DP Fire/Rescue
Chief Tom Molitor – Green Bay PD
Chief Rich VanBoxtel – Oneida PD
Chief Perry Kingsbury – Wrightstown PD

Director Tom Madigan – County Rescue
Chief Derek Beiderwieden – DePere PD
Chief Randy Bani – Hobart/Lawrence PD
Chief Randall Dunford – Pulaski PD

MEETING NOTICE AND AGENDA

A meeting of the Brown County Public Safety Communications Advisory Board has been set for

Wednesday, January 22nd, 2014 at 10:00 a.m.
Brown County PSC – 3028 Curry Lane, 2nd Floor

- I. Approval of the Agenda
- II. Radio Project Update
- III. Communications Center Update
- IV. Phone/CAD Upgrades
- V. Standardized Operating Procedures
- VI. 5-Year Strategic Plan
- VII. Performance Based Bonus Plan
- VIII. Roundtable
- IX. Other Matters
- X. Next Meeting: April 23rd, 10:00 a.m. – PSC Training Room
- XI. Adjourn

Northeast Wisconsin Family Care District
Executive Committee Agenda
January 22, 2014
3:00 p.m.
Lakeland Care District

A quorum of the Northeast Wisconsin Family Care Board of Directors will be traveling together on Wednesday, January 22, 2014, to Manitowoc, Wisconsin, for the purpose of meeting with Lakeland Care District to discuss their organizational model. No official action will be taken during the trip or during the meeting with Lakeland Care District. The Board will depart at approximately 1:30 p.m. and return at approximately 6:30 p.m.

Individuals with disabilities requiring special accommodations for attendance at the meeting should contact Debbie at (920) 857-9997 at least 48 hours prior to the meeting.

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HUMAN SERVICES COMMITTEE

Patrick Evans, Chair
Dan Robinson, Vice Chair
Brad Hopp, Dan Haefs, Pat La Violette

HUMAN SERVICES COMMITTEE

Wednesday, January 22, 2014

6:00 p.m.

**Room 200, Northern Building
305 E. Walnut Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEM LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of November 26, 2013.

Comments from the Public

Report from Human Services Chair, Patrick Evans

- a. Teen Parent Quarterly Outcome Report, Catholic Charities – Informational.
2. **Review Minutes of:**
 - a. Aging & Disability Resource Center of Brown County Board Meeting (December 10, 2013).
 - b. Aging & Disability Resource Center of Brown County Nominating & Human Resources Meeting (December 10, 2013).
 - c. Children With Disabilities Education Board (December 17, 2013)
 - d. Community Options Program Planning Committee (November 25, 2013).
 - e. Human Services Board (November 14 & December 13, 2013 and January 9, 2014)
 - f. Northeast Wisconsin Family Care Board of Directors (January 8, 2014).
 - g. Veterans Recognition Subcommittee (November 19 & December 17, 2013).

Health Department

3. Budget Adjustment (13-131): Increase in expenses with offsetting increase in revenue.
4. Ordinance re: Amending Section 38(4)(2)(a)(ii) of the Brown County Code entitled "Public Health Nuisance." (Odor Complaints). *Referred from October County Board.*

Human Services Department

5. Resolution re: On helping families move from homelessness to self-sufficiency. *Referred from November County Board.*
6. Resolution re: Reclassification of Position Certified Nursing Assistant Human Services – Community Treatment Center. *Referred from December Executive Committee.*
7. Budget Adjustment (13-129): Increase in expenses with offsetting increase in revenue.
8. Executive Director's Report.

9. Financial Report for Community Treatment Center and Community Programs.
10. Statistical Reports.
 - a. Monthly Inpatient Data – Community Treatment Center.
 - b. Monthly Inpatient Data – Bellin Psychiatric Center.
 - c. Child Protection – Child Abuse/Neglect Report.
 - d. Monthly Contract Update.
11. Request for New Vendor Contract.

Aging & Disability Resource

12. Fiscal Year to Date Summary Report.

Syble Hopp School – No agenda items.

Veterans Services – No agenda items.

Other

13. Audit of bills.
14. Such other Matters as Authorized by Law.

Patrick Evans, Chair

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AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD OF DIRECTOR'S MEETING

Thursday, January 23, 2014 at 8:30 a.m.

300 S. Adams Street, Green Bay, WI 54301

AGENDA

Agenda Item	Handout	Action Required
1. Pledge of Allegiance		
2. Introductions-new board members		
3. Adoption of Agenda	Yes	Yes
4. Approval of the minutes of regular meeting Dec. 10, 2013	Yes	Yes
5. Comments from the public		
6. Finance Report	Yes	
a. Review and approval of Finance Report-Preliminary Year End		Yes
b. Review and approval of Restricted Donations-December 2013		Yes
c. Preliminary Net Asset Report Year End.		Yes
7. Review of Board Officers and Committees	Yes	
a. Board Committees for 2014		
8. Benefit Specialist Outreach-SOS	Yes	
9. Staff Report: Staff Report: John Holzer	Yes	
a. Maintenance Projects		
b. Maintenance Worker Incentive Fund-Guidelines and Annual Report		
c. Loan Closet Report		
10. Directors Report	Yes	
a. Administrative Assistant Position		
b. Title Change for Clerk II		
c. Legislative Breakfast		
d. Alzheimer's Statewide Re-design Plan		
e. Report of Annual Complaint		
11. Family Care Update		
12. Legislative Updates		
13. Announcements		
14. Next Meeting- February 27, 2014 at Aspiro Location		
15. Adjourn		Yes

Tom Diedrick, Chairperson
Aging & Disability Resource Center
of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"

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ADMINISTRATION COMMITTEE

Steve Fewell, Chair
Tim Carpenter, Vice Chair
David Steffen, Thomas De Wane, Allan Jamir

ADMINISTRATION COMMITTEE

Thursday, January 23, 2014 2013

5:00 p.m.

**Room 200, Northern Building
305 E. Walnut Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 24, 2013.

Comments from the Public

1. Review Minutes of:
 - a. Housing Authority (October 30, 2013 and November 20, 2013).

Communications

2. Communication from Supervisor Fewell re: To create a standardized way to evaluate employees for pay per performance and that this be outlined under Chapter 4 of the Brown County Code. This plan should be measurable and promote an equal and fair way to evaluate employees. *Referred from November County Board.*

County Clerk

3. Budget Status Financial Reports for August, September, October & November, 2013.

Treasurer

4. Budget Status Financial Report for September, October & November, 2013.
5. Treasurer's Financial Reports for August, September, October and November, 2013.
6. Treasurer Kerry Blaney's Resignation. *Referred from January County Board.*

Corporation Counsel

7. Monthly Report for October, November & December, 2013.

Human Resources

8. Budget Status Financial Report for November, 2013.
9. Activity Report for November & December, 2013.
10. Director's Report.

Child Support

11. Budget Status Financial Report for November, 2013.
12. Agency Director Summary for January, 2014.

Department of Administration/Technology Services

13. Administration Budget Status Financial Report for November, 2013.
14. Technology Services Budget Status Financial Report for November, 2013.
15. 2013 Budget Adjustment Log.
16. 2014 Budget Adjustment Log.
17. Director of Administration's Report.

Other

18. Audit of bills.
19. Adjourn.

Steve Fewell, Chair

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JANUARY 2014

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 <i>County Board Office Closed - HAPPY NEW YEAR!!!</i>	2 Ed & Rec 5:30 pm	3	4
5	6 Executive Cmte 5:30 pm	7	8	9	10	11
12	13	14	15 Board of Supervisors 7:00 pm	16 Criminal Justice Coord. Board 8:00 am	17	18
19	20	21 Vets Recognition Subcommittee 5:00 pm	22 Human Svc 6:00 pm	23 Admin 5:00 pm	24	25
26	27 Land Con 6 pm Plan Dev & Trans 6:30 pm	28	29	30	31	



FEBRUARY 2014

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5 Public Safety 5:30 pm	6 Ed & Rec 5:30 pm	7	8
9	10 Exec Cmte 5:30 pm	11	12	13	14 	15
16	17	18 Veterans Recognition Subcmte 5:00 pm	19 Public Safety 6:30 Board of Supervisors 7:00 pm	20	21	22
23	24 Land Con 6:00 pm PD&T 6:30 pm	25	26 Human Svc 6:00 pm	27 Administration Cmte 5:00 pm	28	

BROWN COUNTY COMMITTEE MINUTES

- Children With Disabilities Education Board (December 17, 2013)
- Northeast Wisconsin Family Care (January 8, 2014)
- Human Services Board (January 9, 2014)
- Northeast Wisconsin Technical College Board of Trustees (December 11, 2013)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, December 17, 2013

Board Members Present: B. Clancy, S. King, J. Mitchell

Board Members Excused: K. Gustman

Others Present: B. Natelle, A. Nizzia, S. Keckhaver, M. Konecny, L. Palm, S. Skenadore

1. Call to order – 4:00 p.m. – B. Clancy
2. Action Item: Approval of Board Minutes October 22, 2013: S. King moved to approve the minutes of October 22, 2013 Board meeting. J. Mitchell seconded the motion. Motion carried.
3. Action Item: Approval of Agenda: J. Mitchell moved to approve the agenda as presented. S. King seconded the motion. Motion carried.
4. Action Item: Financial Report: S. King moved to accept and place on file the financial reports ending October 30th and November 30th, 2013. J. Mitchell seconded the motion. Motion carried.

Mike Konecny of Schenck Business Solutions presented the 2012-2013 audit report to the Board. S. King moved to approve the audit report. J. Mitchell seconded the motion. Motion carried.

5. Donations: Mr. & Mrs. Bernard Dahlin donated \$10,000 to the Hopp Playground project.

Mr. & Mrs. Wendell Ellsworth donated \$10,000 with \$1,000 for Laurie Larson's room and \$9,000 designated for the Playground project.

De Pere Christian Outreach donated \$20,000 for Hopp needs. They also donated 10 large bags of paper toweling, bags of foam snowflakes and a large box of craft supplies.

Hank & Pat Mencheski, Hank's Cabinet Shop, donated \$500 for the student holiday bags with the balance to go to the Playground project.

Randy Piontek of Hydrant Pizza donated a flocked tree to decorate the school during the holidays.

Wayne and Judy Schaut donated \$150 to be used for students with needs.

Karen Whiting donated four dresses for our students for prom.

Georgia-Pacific donated 10 cases of jumbo tissue rolls, 13 cases of EasyNap napkins, 24 cases of S-Fold towels and 6 cases of towel rolls.

The Wrightstown Lions Club donated 60 holiday coloring books for the students.

David Vander Velden of Whispering Pines Tree Farm donated a Christmas tree cut-out sugar cookie for every student.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING, DECEMBER 17, 2013:

Roger Siebold donated a Christmas wreath and lights for decorations.

The Brown County Home and Education, U.W. Extension, donated two bags of hats and mittens for the students.

Brian Ellie donated an adapted tricycle and 300 Beanie Babies.

Country Critters Club donated a large box of hats and mittens.

The Kiwanis Club of De Pere donated \$660 for a camp special.

The Kiwanis Club of De Pere donated 35 tickets to the De Pere Kiwanis Club's Pancake and Porkie breakfast.

Brown County Sheriff Benevolent Association donated \$400 for Hopp needs.

Diana Bain donated \$150 for a pool tile.

Deborah Wichman of Debe Gourmet donated \$300 to the in-school work program.

Aurora Health Care Partnership Campaign donated \$301.56 on behalf of employees who designated Syble Hopp as recipients. This donation has been designated for technology.

Kate Winslow donated \$50 in honor of John and Ursula Schoblocher's 50th anniversary. This donation has been designated to Kris Cleereman's classroom.

The VFW Winiecki Post #9677 donated \$50 for Hopp needs.

Steven and Michelle Vermeulen donated \$600 in honor of Jenny V. This donation has been designated for the LINC Program.

The family of Dan Loppnow donated \$100. This donation has been designated for the Playground project.

S. King moved to approve these generous donations. J. Mitchell seconded the motion. Motion carried.

6. Action Item: Administrators Report:

a. J. Skenadore report that on November 22nd the State Inspector was here to inspect the pool. All of the readings were fine, however, several new signs were recommended which have been ordered.

b. L. Palm updated the Board on the status of classrooms in the districts.

PROCEEDINGS OF THE BROWN COUNTY CDEB MEETING, DECEMBER 17, 2013:

- c. A. Nizzia reported that the Syble Hopp School Holiday Program will be held in the afternoon and evening, December 18th at 1:00 p.m. and 6:00 p.m.
 - d. B. Natelle reported on the pilot program with the Wisconsin Department of Public Instruction (WDPI) regarding teacher effectiveness. Administration went through extensive training through the state. There is an Educator Effectiveness Grant for \$2600 which is based on the previous year staff.
- J. Mitchell moved to accept the Administrator's Report. S. King seconded the motion. Motion carried.
- 7. Action Item: Payment of Bills: S. King moved to pay the bills totaling \$152,267.09 for the month ending October, 2013 and \$307,014.35 for the month ending November, 2013. J. Mitchell seconded the motion. Motion carried.
 - 8. Action Item: Parent Organization: A. Nizzia reported that all of the nuts have been sold. The price was lowered to \$5 this year and 600 cases total sold.
 - 9. Action Item: Resignation: B. Natelle read a letter from H. Lowry resigning her position as Instructional Aide to pursue her career as a COTA. J. Mitchell moved to accept H. Lowry resignation. S. King seconded the motion. Motion carried.
 - 10. Action Item: Review Policy #2.01 Legal Base: #2.02 Board Officers; #3.05 Resignation: J. Mitchell moved approve Policy #2.01 Legal Base, #2.02 Board Officers and #3.05 Resignation. S. King seconded the motion. Motion carried.
 - 11. Revision of #3.01 Certified Personnel: #3.02 Classified Personnel: The policies were reviewed and will be brought to the Board for action at the January meeting.
 - 12. Executive Session: The board will move to executive session as allowed by WI Stats 19.85(1)(c)(e) to discuss personnel and negotiations: S. King moved to executive session as allowed by WI Stats 19.85(1)(c)(e) to discuss personnel and negotiations. J. Mitchell seconded the motion. Motion carried.
 - 13. Action Item: Staff Request: None.
 - 14. Action Item: Adjournment: S. King moved to adjourn the meeting at 5:13 p.m. J. Mitchell seconded the motion. Motion carried.

BOARD OF DIRECTOR MEETING MINUTES

Wednesday, January 8, 2014

9:02 a.m. – 11:22 p.m.

BOARD MEMBERS

Carole Andrews

Carolyn Barke

Mary Derginer

Marshal Giese

Kathy Just

Julie Kudick

Mark Moeller

Diane Nichols

Janice Swoboda

Tony Waupochick

NEW FC

Rolf Hanson

Debbie Peterson

Others

Andy Phillips, NEW FC Legal Counsel

Barb Larson-Herber, Shawano County

Representative Serving as Fiscal Agent
for NEW FC Planning Grant

1. CALL TO ORDER

The meeting was called to order at 9:02 a.m.

2. CONFIRMATION OF PROPER POSTING

Debbie Peterson confirmed copies were sent to each of the seven county offices and the *Green Bay Press Gazette*. It is also posted on our website: www.northeastwisconsinfamilycare.com

3. CONFIRM AGENDA

Motion by Marshal Giese supported by Janice Swoboda to approve the agenda—all aye—motion carried.

4. REVIEW AND APPROVE MEETING MINUTES

Motion by Julie Kudick supported by Mark Moeller to approve the November 6, November 22, and December 27, 2013 meeting minutes—all aye—motion carried.

5. PUBLIC COMMENT

The Annual Legislative Breakfast, sponsored by Cerebral Palsy, Aspiro, N.E.W. Curative, Options for Independent Living, East Shore Industries, Sunshine House, Alzheimer's Association and the Brown County ADRC will be held at ASPIRO on Friday, January 10th.

6. SECOND COUNTY RESOLUTIONS

All counties passed the second resolution unanimously.

7. CEO REPORT

The CEO Report was distributed in the Board packet. A CEO Report to the Community will be posted on the CEO tab of our web page at www.northeastwisconsinfamilycare.com and on Base Camp for the Directors and Long Term Care Managers.

Northeast Wisconsin Family Care

8. FISCAL AGENT REPORT

The Fiscal Agent Report was presented Barb Larson-Herber, Shawano County Representative Serving as Fiscal Agent for NEW FC Planning Grant.

9. ANNOUNCEMENTS

Barb Larson-Herber gave an overview of the Shawano County Community Program transformation centered on self-determination. Annette Downey from the Center for Self Determination is assisting in this transformation.

10. CLOSED SESSION

Motion by Julie Kudick supported by Carolyn Barke that the Committee convene into Closed Session pursuant to Wisconsin Statute sec. 19.85(1)(c), “[c]onsidering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility;” to wit: to discuss the status of employees in relation to continued District funding. Roll Call Vote: Carole Andrews – aye; Carolyn Barke – aye; Mary Derginer – aye; Marshal Giese – aye; Kathy Just – aye; Julie Kudick – aye; Mark Moeller – aye; Diane Nichols – aye; Janice Swoboda – aye; Tony Waupochick – aye

11. RECONVENE IN OPEN SESSION

Motion by Carole Andrews supported by Carolyn Barke to return to open session; Roll Call Vote: Carole Andrews – aye; Carolyn Barke – aye; Mary Derginer – aye; Marshal Giese – aye; Kathy Just – aye; Julie Kudick – aye; Mark Moeller – aye; Diane Nichols – aye; Janice Swoboda – aye; Tony Waupochick – aye

12. ADJOURN

Motion by Carole Andrews supported by Julie Kudick to adjourn at 11:22 a.m. – all ayes – motion carried.

<p>These minutes are respectfully submitted by Debbie Peterson and have NOT BEEN APPROVED by the Northeast Wisconsin Family Care Board of Directors</p>
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Northeast Wisconsin Family Care is a member driven organization passionate about delivering service options by supporting personal choices which promote the greatest opportunity for an independent quality of life, in a caring, respectful, and efficient manner.

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, January 9, 2014 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Bill Clancy, Susan Hyland, Craig Huxford, Helen Smits, JoAnn Grashberger,
John Van Dyck

Excused: Paula Landrie, Carole Andrews

Also

Present: Jeremy Kral, Executive Director
Nancy Fennema, Director of Community Programs
Roberta Morschauser, Hospital & Nursing Home Administrator
Tim Schmitt, Finance Manager
Mark Johnson, Social Services & Rehab Manager

1. Call Meeting to Order:

The meeting was called to order by Chair Tom Lund at 5:15 pm.

2. Approve/Modify Agenda:

GRASCHBERGER/HYLAND moved to approve the agenda.
The motion was passed unanimously.

3. Approve Minutes of December 12, 2013 Human Services Board Meeting:

HUXFORD/SMITS moved to approve the minutes dated December 12, 2013.
The motion was passed unanimously.

4. Executive Director's Report

Executive Director Jeremy Kral presented and handed a written report to the board (attached).

County Board Member John Van Dyck entered at 5:21 p.m.

Citizen Board Member Huxford stated to the board that the Veteran's Treatment Court has moved from 3:30 pm on Friday afternoons to 9:30 a.m. Friday mornings. This will make it easier for people to attend. Huxford encourages board to stop by to see how the court runs. They are having their second graduation the last Friday of this month and everyone is invited.

CLANCY/SMITS moved to receive and place on file.
Motion was carried unanimously.

5. Financial Report

Schmitt had submitted a written report with the board packet agenda.

Q: Chairman Lund asked if our financial forecast will be better next year with adding the CBRF at the Community Treatment Center.

A: Schmitt stated we are expecting the revenue streams to be more favorable. It is a matter of controlling our costs. A difference in budgeting in 2014 is that we will budget wages and fringes at actual instead of at the highest step.

Q: Chairman Lund asked if we do see any surplus when we have vacant positions.

A: Schmitt stated that the favorable budget variances in the packet for both CP and CTC are partially due to open positions. Kral stated that when HR gives departments estimates of personnel costs for the year, they do budget in a certain level of turnover.

Q: County Board Member Van Dyck asked if the current fund balance is anticipated to change.

A: Schmitt stated that we are forecasting the fund balance not to change as much as expected. We planned to use \$1.8 million from fund balance in 2013, expenditure from fund balance is expected to be less than that. Kral added that based on currently available information fund balance is expected to be pretty stable. Chairman Lund added that the fund balance has been created for emergency purposes and not for budgeting. If a client is sent to a state facility for an extended period, it is going to be depleted. Kral also added that much of the fund balance is slated to be used for one-time uses, as in family care transition.

VAN DYCK/HUXFORD moved to receive and place on file.
Motion was carried unanimously.

6. Statistical Reports:

Please refer to the packet which includes this information.

7. Approval for New Non-Continuous Vendor:

Please refer to the packet which includes this information.

8. Request for New Vendor Contract:

Please refer to the packet which includes this information.

9. Other Matters:

Next Meeting: Thursday, February 13, 2014
5:15 p.m. – Sophie Beaumont Building, Board Room A

10. Adjourn Business Meeting:

HYLAND/SMITS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 5:33 p.m.

Respectfully Submitted,

Kara Navin
Recording Secretary

Brown County Human Services

Executive Director's Report to the Human Services Board

January 9, 2014

Members of the Board:

It is with great excitement that I am able to introduce two additions to our department's senior management team. Roberta Morschauser has begun her work in the role of Hospital and Nursing Home Administrator. Her background is in nursing and she brings with her great energy, ambition, and experience in nursing home supervision and administration. Nancy Fennema has joined us in the role of Director of Community Programs. Nancy is a social worker and counselor by training who has been working most recently with Catholic Charities. Some of you may be familiar with her from her former work as the Director of Aspiro, and Nancy also has served as Deputy Director and Interim Director with Rock County Human Services among other leadership roles. Nancy brings exceptional experience, dedication to client care, and management values among many other skills.

The Bay Haven Crisis Stabilization CBRF has now opened its doors. It is being used as intended to allow for stabilizing people with crisis mental health concerns who do not necessarily need the locked acute psychiatric care available in the Nicolet hospital. The hospital's director of nursing, Jed Berndt has prudently and pragmatically been scaling up the operations so that we maintain our ability to provide skillful care for consumers as we begin this new program. To date, our experience from the service provision and administration perspective has been very good. It is too early to have data on consumer response to the facility but anecdotally it seems to be going very well.

In the area of Long-Term Care, we continue to make preliminary preparations in anticipation of Family Care expansion. The recent report from Wisconsin DHS to the Joint Finance Committee presented a strongly favorable impression of long term care expansion. If the legislature and governor elect to proceed, Family Care expansion could occur in 2015 in Brown County. We expect that a decision will be made in the coming weeks. Senator Cowles has introduced for co-sponsorship a senate bill which would provide authorization for long-term care expansion as well.

Outpatient behavioral health has an exciting initiative underway. Ian Agar and his team are developing a consortium to deliver Comprehensive Community Services (CCS) programming. CCS provides for cost-based reimbursement for psycho-social rehabilitation services for people with mental illness or substance abuse needs. The most recent state budget created a pathway toward having this program paid for by state and federal dollars (removing local levy) if the participating counties created a regional model. Our partners at this stage are Manitowoc, Calumet, Winnebago, and Outagamie counties, giving us a large population base with which to seek efficiencies and economies of scale while strengthening overall service delivery in the region.

In the 2014 Brown County budget, the County Executive proposed and the County Board ratified a \$75,000 expenditure for Mental Health Initiatives. Human Services is working on a proposal which would use that funding to create a full-time position which would work in the alternative courts. The proposal is currently not complete, but will be soon. Brown County Drug Court is the most well-established of the treatment courts, with the Veteran's Treatment Court also being in operation currently. This department has also been in discussions with Judge Zuidmulder regarding establishing a mental health court and expanding our alternative courts model to Marinette County and others, replicating the institutional knowledge that Brown County has gained. Alternative court participants need not be housed in the jail as they may otherwise be, and are incentivized to engage in treatment and pro-social behaviors, which we believe is a more effective means of addressing the root cause. Alternative courts are by no means the "easy way" and those who do not meet the terms of participation have been removed from the programs and picked back up by the traditional criminal court system.

Respectfully Submitted By:



Jeremy Kral
Executive Director

Northeast Wisconsin Technical College District

*Board of Trustees Meeting
Minutes*

Wednesday, December 11, 2013

12:00 p.m.

*NWTC-Green Bay Campus
2740 West Mason Street, Green Bay, Wisconsin 54303*

The Board Chairperson called the December 11, 2013 NWTC Board of Trustees meeting to order and requested that roll call be taken at this time.

Present: Laurie Davidson, Phyllis Habeck, Carla Hedtke, Ying LaCourt, Dave Mayer, Jeff Rickaby, Ben Villarruel

Excused: Kim Shanock, Gerald Worrick

Also Present: Jeff Rafn, Xai Yang, Sandy Ryczkowski, Jim Blumreich, Karen Smits, Linda Hartford, Lori Suddick, Pamela Phillips, Jessica Schmechel, Megan Popkey, Laurie McMorran, Gina Van Egeren, John Kopp, Aaron Beth, Russ Moyer, Paul Gabriel, Steven Stoeger-Moore, Clark Wagner, Jake Lenell, Kristine Golz, Vicky Fitzgerald, Mark Weber

Open Forum, Introduction of Guests, and Acknowledgements

The Chairperson asked for the introduction of any guests present at this time and invited public comment.

- Steven Stoeger-Moore, District Mutual Insurance (DMI), was introduced to the Board.

Reports

Student Senate Update

Annelise Sieving, Student Senate President, updated the Board as follows:

- The story of a Holocaust hero was shared in "Life in a Jar" as a food for thought presentation to students and staff, and was very well received and attended.
- "The Gifts that Give" event raised a little over \$2,000 in support of Women at Risk International.
- Graduation is coming up on December 20th at the KI Convention Center. There are roughly 285 AAS graduates, 16 Certificate graduates, and about 100 faculty and staff walking at graduation.

College Annual Audit Report

Wisconsin Statutes require that the financial statements of the District be audited on an annual basis by a certified public accountant. The accounting firm of CliftonLarsenAllen LLP was engaged by the Board to perform this function. CliftonLarsenAllen LLP has recently completed the audit of the District's financial statements for the fiscal years ending June 30, 2013 and 2012. Jacob Lenell, CPA, a partner with CliftonLarsenAllen LLP attended the Board meeting to review the reports with the Board members and answer any questions.

Laurie Davidson moved that the District Board accept the fiscal year 2013 audited financial reports of the Northeast Wisconsin Technical College and direct staff to submit the required number of audited financial reports to the Wisconsin Technical College System Board.

Motion seconded by Dave Mayer.

- The amount of liability is reported on the balance sheet at \$1.039 million, which is a cumulative number since 2008. The actuarially accrued liability is \$8.1 million as indicated on page 41.
- After July 2011, new College employees were no longer eligible for this plan. As a result, any changes in the actuarial accrued liability going forward will be due to inflation and interest rates. This number will dwindle as more people leave the plan and/or retire.

Motion carried, with all voting "Aye" on roll call.

Boards' Association Update

Russ Moyer, WTCS Boards' Association President and a member of the Southwest Wisconsin Board of Trustees, and Paul Gabriel, Executive Director of the WTCS Boards' Association, provided an update on the WTCS Boards Association.

Russ Moyer provided an update on the Boards' Association activities:

- About 140 College Board members and staff participated in the November meeting held at Pewaukee, Wisconsin. There is a total of 144 Board members throughout the state. Some serious issues on the agenda were campus security, public records, and Board member ethics. A Board meeting with workshops related to Performance Based Funding was held on Friday.
- The Boards' Association meetings are scheduled as follows:
 - January 17-18, 2014 in Appleton, Wisconsin
 - April 25-26, 2014 in Fond du Lac, Wisconsin
 - July 18-19, 2014 – location to be determined

Paul Gabriel provided an update on the 2013-2014 Bills of Interest to Wisconsin Technical Colleges:

- Two important Bills to highlight: AB 398 (Technical Excellence Higher Education Scholarships) on page 22 of the handout, and AB 399 (Career and Technical Education Incentive Grants) on page 23 of the handout. These are two bills that will impact the technical colleges, Department of Public Instruction (DPI). These two Bills were signed into law effective yesterday.
- Another bill that the Association spent a lot of energy on is the bill that would end local control of the technical colleges and create a state-controlled system. This would remove all property taxes from the revenue stream for the colleges, to be replaced by levying a \$.01 cent increase in sales tax.

Action Items (Roll Call Vote)

Bills

Bills Covering the Period of November 1-30, 2013	\$3,288,579.43
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Detailed copies of the current disbursements for fiscal year 2014 for the month of November were forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills were available in the District Office for review by any interested person.

Laurie Davidson moved that Board approval be given for the November 2013 bills as presented.

Motion seconded by Jeff Rickaby.

Motion carried, with all voting "Aye" on roll call.

Budget Modifications

Dave Mayer moved that the Board approve the proposed fund and function modifications contained in the fund statements and that such modifications be summarized and published per State Statute 65.90(5) as a Class I legal notice within ten days of Board approval and both exhibits be forwarded to the State Board.

Motion seconded by Jeff Rickaby.

Motion carried, with voting "Aye" on roll call.

International Travel – Study Abroad

The College would like to offer a study abroad opportunity to Denmark May of 2014. This trip is being coordinated in part by the Community Colleges for International Development (CCID) and would include participants from NWTC, Mesafands Community College, and Northwestern Michigan College. John Hippensteel, NWTC's Solar Energy Technology Instructor, will be the trip leader for the 2nd year with another instructor from Michigan being a co-leader. Students will spend 10 days in country, based in Denmark's ancient and first capital city of Roskilde, where the partner college is located. The group will learn about the Danish renewable industry through visits to various power plants, including an off shore wind farm, a large solar thermal district heating facility, and the Danish National Renewable Energy Laboratory. Sustainable business practices, policies, & law will be explored with city planners, event planning for the Roskilde Festival, and the sustainable farming college. Participants will also experience the capital city of Copenhagen and traditional Danish cultural sites. US students will have the opportunity to interact with local students to learn first-hand about Danish cultural values and differences. John Hippensteel's funding will be partially covered by CCID since he is the main trip leader.

Carla Hedtke moved that the Board approve the Denmark study abroad opportunity at a total cost not to exceed \$3,200 per participant.

Motion seconded by Jeff Rickaby.

- Student Involvement is hoping to recruit eight students for the trip to Denmark. The first down payment is due the first week of February at a cost of \$3,000 to \$3,200 per student. A list of interested students is available, mostly students from NWTC. There is one student from the University of Wisconsin-Green Bay in the energy conservation field.
- This opportunity is subsidized by the Danish government by almost 50%. The cost would be much higher without this subsidy.
- Students are excused from other classes if the trip should overlap them, but usually it is during a semester break. Those students enrolled in summer classes will likely miss between 1-2 classes. Student Involvement will be working with the faculty members on a plan to excuse these students.
- Financial Aid will support the credit bearing package for those students eligible for aid.
- Annual salary range for these students after graduation in Solar Energy Technology is approximately \$40,000.

Motion carried, with all voting "Aye" on roll call.

Consent Items (Voice Vote)

Minutes

The minutes of the November 13, 2013 Board meeting were sent to Board members prior to the December Board meeting.

It was recommended that Board approval be given for the November 13, 2013 Board meeting minutes as presented.

Retirement- Faculty

With regret, the College accepted the following retirement notices:

- A. Mark Blohm, Auto Collision Repair/Refinish Instructor, who has been with the College since August 14, 1996 has announced his retirement effective May, 2014.
- B. Lillian LaRue, Electrical/Industrial Apprenticeship Instructor, who has been with the College since July 15, 1991, has announced her retirement effective May, 2014.

It was recommended that the Board accept the retirements as noted above.

Death-Faculty

Gwen Noonan, Leadership Development Instructor, regretfully passed away on November 6, 2013. Gwen was with the College since August 16, 1999.

Center for Business & Industry (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2014 contracts pending Board approval was attached as Board Exhibit 2.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (33.48% for on-campus and 27.27% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. The hourly rate of \$167.00 per hour along with the ability to project price was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts were available for review by any interested person.

It was recommended that the Board approve the contracts for services identified in Board Exhibit 2.

Dave Mayer moved that the Board approve the consent agenda items as follows: the minutes of the November 13, 2013 Board meeting; the retirements of Mark Blohm, Auto Body Repair/Refinish Instructor, and Lil LaRue, Electrical/Industrial Apprenticeship Instructor; and, the contracts for services identified in Board Exhibit 2.

Motion seconded by Laurie Davidson.

Motion carried, with all voting "Aye" on voice vote.

Reports

Inspirational Leadership Academy Project Presentations

“The Magnificent 7” is the chronologically appropriate moniker selected by our 7th Inspirational Leadership Academy (ILA) cohort here at NWTC. The ‘Mag 7’ began their journey in February 2013 and graduated in June 2013. From day one of their first retreat, this group struck a bond that has carried them through the experience and launched three terrific Capstone Projects.

Capstone Projects represent the culmination of the ILA journey and an opportunity to give back to NWTC and the Northeast Wisconsin community. While working on a project of their choice with others who share their passion, leaders get to:

- Apply what was learned in ILA in a “real life” situation
- Practice new behaviors and receive feedback without repercussion
- Work with others at the College outside of immediate work groups
- Give back to the College (for investing in development)

The following projects were presented to the Board at this time:

- *Spark Student Success with Junior Achievement*
 - Members: John Kopp, Karen Smits, Erin Wood, Joe Draves, and Kat Gettelman
- *Campus Wall*
 - Members: Tim McNulty, Dean Stewart, Emily Ysebaert., Lisa Maas, Valerie Wunderlich
- *Got Drugs?*
 - Members: Heidi Thomas, Matt Petersen, Wayne Walker, Chet Lamers

Tim Derozier, Talent Consultant and co-facilitator of the Magnificent 7 ILA Experience, introduced the three projects.

Laurie Davidson left the meeting at this time. (2:00 p.m.)

Board EduByte – Information Technology Report

John Kopp (Enterprise Applications), Laurie McMorran (Technical Services), Aaron Beth (Print Services), and Linda Hartford (CIO) presented the Information Technology Report to the Board (PowerPoint on file with the minutes).

Ying LaCourt stepped out of the room at this time. (2:20 p.m.)

Ying LaCourt stepped back into the room at this time. (2:26 p.m.)

President’s Report

Enrollment Activity --

- J-Session generated over 100 FTEs so far. Down 2% against last year, but the semester also started three weeks later this year.

Legislative Issues (state & federal) –

- With the competitive grants, there will be a number of issues from the state. About eleven college staff positions may be impacted because the grants that are currently applied toward these positions may not continue as not all districts will receive grant money. The WTCS will determine what the grant award will be used for at the individual college, and it may be different than what the College is currently are using

grant funded dollars to cover. The College will be looking at repurposing and retraining staff in these positions.

Current Events –

- A discussion was held with the Oneida Nation on the land acquisition for the EVOC Center. All parties seemed interested. Board input on this decision to place the EVOC Center on this parcel of land which sits just over the Board into Fox Valley Technical College's district, not ours. It's Sanger Powers, which are in FTVC's district; however, we are not taking any business away from them. In talking to Tom Hinz, Sangers Power is a good location for the EVOC Center. Currently, the College already uses a shooting range there. Would need to know now if this makes a difference to the Board that we'll be outside of our district. NWTC will lease the land.
- The Dean for the Marinette Campus is starting on Monday, January 16th.
- DMI awarded a \$10,000 scholarship check to the Foundation. It is also important to note that DMI has literally saved the College millions in terms of insurance costs. This was a project lead by Jim Blumreich, our Chief Financial Officer. Without Jim's leadership, it is truly believed the College would not have DMI in place.

Key Performance Outcomes

The end of 1st quarter Key Performance Outcomes Status Report for academic year 2014 was provided to the Board at the time of the November Board meeting. Included with the quarterly report will be the FY 2014 Operational and Capital Contingency Account Status Reports, the Board Professional Development Account Status Report, and the FY 2014 & Prior Year Capital Budget Status Report for items with a total cost of \$25,000 and greater.

The President provided a brief overview of the report at this time.

Adjournment

Dave Mayer moved that the December 11, 2013 Board meeting be adjourned (3:01p.m.).

Motion seconded by Carla Hedtke.

Motion carried, with all voting "Aye" on voice vote.


Phyllis J. Habeck, Board Secretary

1-15-14
Date